NORCO COLLEGE
CURRICULUM COMMITTEE MINUTES
October 26, 2021 - 2:00 pm
Zoom Online

Brian Johnson chaired the meeting.
Members Present:

Brian Johnson.......................... Math
Dr. Samuel Lee........................ Vice President of Academic Affairs
Nicole C. Brown........................Office of Academic Affairs
Dr. Jason Parks....................... Dean of Instruction
Dr. Quinton Bemiller................ Dean of Instruction
Michael Bobo .... Arts, Humanities and World Languages
Rex Beck................................ Business, Engineering & Information Technologies
John Alpay.............................. Business, Engineering & Information Technologies
Dr. Teresa Friedrich Finnern .... Sciences and Kinesiology
Suzanne Witmer .... Sciences and Kinesiology
Vivian Harris........................... Library
Nicholas Franco....................... Social and Behavioral Sciences/ Articulation Officer
Lisa Martin............................. Social and Behavioral Sciences/Counseling
Jessica Dobson........................ Communications
Nicole Capps .... Communications
Elisa Chung .... Math
Janet Frewing .... Math
Debra Karrer.......................... Dean of Instruction Office – IDS
Aracely Bello ....ASNC

Members Absent: NONE

Guest:
Laura Adams .... Social and Behavioral Sciences

A. Agenda October 26, 2021 Approval: MSC: M/T. Friedrich Finnern, S/V. Harris * 12-Yeas, 0-Nays.

B. Minutes October 12, 2021 Approval: MSC: M/J. Alpay, S/V. Harris * 12-Yeas, 0 Nays.

C. Discussion items:
1.Ethnic Studies Resolution: Dr. Teresa Friedrich Finnern voiced her concern about the proposed ETS senate resolution that ETS cross-listed courses can only be taught by faculty with an Ethnic Studies FSA. If an ETS cross-listed course can only be taught by faculty with an ETS FAS, then this can be an issue with curriculum and staffing; therefore, would like to submit a statement to the Academic Senate of Curriculum Committee opposing this policy. After much discussion, Brian Johnson will work with Dr. Friedrich Finnern to write up a response to be presented on the next Academic Senate agenda.

2. Approval Process for New Programs: Brian Johnson talked about the concerns he has if the apprenticeship program for carpentry has conceptual approval by the Academic Senate. Discussed the Program Development Process (link found in the Curriculum Handbook on page 35) and the various steps and phases that must be confirmed were

taken. RCCD New or Revised Program Development Process (2011 Revision)
http://academic.rccd.edu/curricunet/Program Development Process_2011Revision.pdf
The process is more rigorous when it's a brand-new discipline. It must be approved by the Academic planning council and then Senate before any courses or certificates are created and moved through the curriculum process. After much discussion, Brian Johnson was assured that the process has been vetted through the appropriate committees and needs to now be forwarded to Tech Review with the appropriate documentation for review. Dr. Jason Parks stated he will send those documents to Mr. Johnson.

Action Items:

D. New Course:
1. MAT-70A Foundations of Data Science *MNR   MSC: M/J. Dobson, S/T. Friedrich Finnern * 12-Yeas, 0 Nays.
2. PSY-11   Psychology of Human Sexuality *MNR   MSC: M/V. Harris, S/S. Witmer * 12-Yeas, 0 Nays. Will be going in the PSY ADT.

E. Distance Education:
1. GUI-45DE2   Introduction to College   *MNR   MSC: M/ T. Friedrich Finnern, S/S. Witmer * 12-Yeas, 0 Nays.

F. Major Course Modification:
1) BUS-20   Business Mathematics   *MNR   MSC: M/J. Dobson, S/R. Beck * 12-Yeas, 0 Nays.
2) BUS-22   Management Communications   *MNR   MSC: M/J. Dobson, S/R. Beck * 12-Yeas, 0 Nays.
3) MAG-44   Principles of Management   *MNR   MSC: M/R. Beck, S/V. Harris * 12-Yeas, 0 Nays.
4) MAG-51   Elements of Supervision   *MNR MSC: M/R. Beck, S/V. Harris * 12-Yeas, 0 Nays.
5) MAG-56   HRM: Human Resources Management   *MNR MSC: M/R. Beck, S/V. Harris * 12-Yeas, 0 Nays.
6) MAN-35   Computer Aided Machining   *N   * **HOLD*** MSC: M/R. Beck, S/V. Harris * 0-Yeas, 12 Nays. **This affects certificates Manufacturing Tech 1 & 2.**
7) MUS-23   History of Rock and Roll   *MNR MSC: M/J. Dobson, S/S. Witmer * 12-Yeas, 0 Nays.
8) MUS-30   Class Voice   *MNR   MSC: M/J. Dobson, S/S. Witmer * 12-Yeas, 0 Nays.
9) MUS-31   College Choir   *MNR MSC: M/J. Dobson, S/S. Witmer * 12-Yeas, 0 Nays.
10) MUS-70   Guitar Lab Ensemble   *MNR   MSC: M/J. Dobson, S/S. Witmer * 12-Yeas, 0 Nays.
11) MUS-71   College Chorus   *MNR   MSC: M/J. Dobson, S/S. Witmer * 12-Yeas, 0 Nays.
12) MUS-87   Applied Music Training   *MNR   MSC: M/J. Dobson, S/S. Witmer * 12-Yeas, 0 Nays.
13) MUS-89   Music of Multicultural America *NR MSC: M/J. Dobson, S/S. Witmer * 12-Yeas, 0 Nays.
14) MUS-89H Honors Music of Multicultural America *NR   MSC: M/J. Dobson, S/S. Witmer * 12-Yeas, 0 Nays.
15) MUS-92   Basic Piano   *MNR   MSC: M/J. Dobson, S/S. Witmer * 12-Yeas, 0 Nays.
16) MUS-93   The Business of Music   *NR   MSC: M/J. Dobson, S/S. Witmer * 12-Yeas, 0 Nays.

G. Program Modification:
   1. MAN- Computer Numerical Control Programming *N   APPROVED MSC: M/R. Beck, S/L. Martin * 12-Yeas, 0 Nays. Issues resolved. Held at the 10/12/21 curriculum committee meeting. Courses not cross-listed, units not correct, check titles that they are listed as approved by the state.
   Decreasing one class by one unit (Man 35). The class can be taught in 4 units instead of 5. We are changing the name of the course (MAN 35) From Computer Aided Manufacturing-Mastercam to Computer Aided Machining. In this course we would like to be able to teach either Mastercam and/or Fusion 360 and not just focus on Mastercam. We also would like to give the students the option to take a new class teaching a new program known as Fusion 360 instead of Mastercam. The industry is stating that more and more companies are using Fusion 360.

H. Norco College Information Item, no vote needed: Minor Course Modification
   ** Two year CTE review. No changes needed.
   1) PDS-802 Supervisory Skills   *MNR
   2) PDS-803 Increasing Productivity   *MNR
   3) PDS-804 Motivating Yourself and Others   *MNR
   4) PDS-805 Difficult Conversations *MNR
   5) PDS-806 The Art of Negotiating and Collaborating *MNR
   6) PDS-807 Personality Styles and Difficult Relationships   *MNR
   7) PDS-809 Business Writing in a Technological World   *MNR
   8) PDS-813 Best Practices in Customer Service   *MNR
   9) PDS-814 Closing Techniques That Win the Sale   *MNR
   10)PDS-815 Winning Sales Scripts   *MNR
   11)PDS-816 Personal Finance   *MNR
   12)PDS-817 Financial Future   *MNR
   13)PDS-818 The Successful Job Search   *MNR

I. RCC and MVC Information Items:

   1. Major Course Modification:
      a) ADJ-10   Introduction to Security   *R
      b) ADJ-C2A   Adult Correctional Officer Supplemental Core Course   *M
      c) BUS-40   Introduction to Global Business   *R
      d) BUS-43   Global Marketing   *R
      e) BUS-46   Global Trade   *R
      f) BUS-48   Global Management   *R
      g) BUS-840   Introduction to Global Business   *R
      h) BUS-843   Global Marketing   *R
      i) BUS-846   Global Trade   *R
      j) BUS-848   Global Management   *R
      k) FIT-C40   Advanced Incident Command System (I-400)   *M
      l) FIT-INS1   Instructor I   *M
      m) FIT-INS2   Instructor II   *M
      n) FTV-38A   Beginning Film, Television and Video Production Project   *R
      o) FTV-44A   Beginning Television Production   *R
      p) FTV-51A   Film, Television and Video Laboratory I   *R
      q) FTV-51B   Film, Television and Video Laboratory II   *R
      r) FTV-52   Film, Television and Video Laboratory   *R
      s) FTV-64A   Beginning Digital Editing Principles and Techniques   *R

t) FTV-68   Story Development Process in the Entertainment Industry   *R
u) FTV-71A   Beginning Sound Engineering for Audio in Media   *R
v) FTV-76   Advanced Digital Audio Recording Pro Tools 201   *R
w) MAG-52   Employee Training & Development   *R
x) MAG-60   Introduction to Hospitality Management   *R
y) MAG-62   Restaurant and Hotel Management   *R
z) MAG-70   Introduction to Organization Development   *R
aa) MDA-11   Medical Documentation and Terminology   *M
bb) MDA-59   Medical Office Procedures   *M
cc) MUS-1   Teaching Music to Young Children   *MR
dd) MUS-40   Class Percussion   *R
ee) MUS-43A   Jazz Improvisation and Theory I   *R
ff) MUS-43B   Jazz Improvisation and Theory II   *R
gg) MUS-43C   Jazz Improvisation and Theory III   *R
hh) MUS-49   Indoor Marching Percussion   *R
ii) MUS-50   Master Chorale   *R
jj) MUS-53   Keyboard Proficiency   *MR
kk) MUS-57   Gospel Singers   *MR
ll) MUS-59   Winter Marching Band Clinic   *R
mm) MUS-60   Summer Marching Band Clinic   *R
nn) MUS-61   Auxiliary Marching Units   *R
oo) MUS-66   Indoor Color Guard   *R
pp) MUS-69   Festival Choir   *R
qq) MUS-74   Jazz Proficiency   *R
rr) MUS-80   Master Singers   *R
ss) MUS-83   Advanced Chamber Choir   *MR
tt) MUS-94   Community Jazz Orchestra   *R
uu) MUS-95   Community Symphony Band   *R
vv) MUS-97   Pep Band   *R
ww) MUS-P27   Beginning String Techniques   *MR
xx) MUS-P28   Symphony Strings   *R
yy) MUS-P44   Jazz Lab Band   *R
zz) MUS-P84   Jazz Lab Orchestra   *R

2. Course Exclusion:
   a) KIN-38   Stress Management   *M

3. Distance Education:
   a) DEA-23DE2   Introduction to Dental Sciences   *M
   b) DEA-41DE2   Dental Office Management   *M

4. Course Deletion:
   a. CAT-84   Word Processing: WordPerfect for Windows   *R
   b. CIS-84   Word Processing: WordPerfect for Windows   *R
   c. FTV-43   Television Studio and Equipment *R
   d. FTV-46   Editing for Television   *R
   e. HET-80   Nursing Assistant Training Program (NATP) *R
   f. MDA-54   Clinical Medical Assisting and Pharmacology   *M
   g. MUS-51   Men's Ensemble *R
   h. MUS-72   Group Keyboarding Skills *R
   i. MUS-88   Pageantry Ensemble *R
   i. PHO-13   Advanced Darkroom Techniques *R

5. New Course:
   a) CIS-27F   Cyber Threat Intelligence & Automated Response *R
   b) CIS-70A   Foundations of Data Science   *MR
   c) HMS-64   Introduction to Physiology and Pharmacology *M
   d) HMS-65   Supervised Practicum   *M

6. Minor Course Modification:
   a. CAT-842   MOSPrep: Microsoft Office Excel Expert Exam Preparation *MR
   b. CAT-843   MOSPrep: Microsoft Office PowerPoint Core Exam Preparation *MR
   c. CAT-844   MOSPrep: Microsoft Office Access Core Exam Preparation *MR
   d. CAT-845   MOSPrep: Microsoft Office Outlook Core Exam Preparation   *MR
   e. MDA-10   Medical Terminology *M
   f. MDA-50   Medical Assisting Core *M
   g. MDA-54A   Clinical Medical Assisting 1 *M
   h. MDA-54B   Clinical Medical Assisting II   *M
   i. MDA-58B   Advanced Medical Transcription   *M
   j. MDA-60   Survey of Human Disease Processes   *M
   k. MDA-61   Pharmacology for Medical Office Personnel   *M
   l. MDA-62   CPT/Coding *M
   m. MDA-63   Diagnostic Coding *M
   i. MDA-64   Advanced Diagnostic Coding *M

7. Program Modification:
   a) CIS-AS CA   Computer Applications   *M

J. Open Forum: NONE
K. Adjourned: 3:03 PM

Next Meeting: November 9, 2021 * Zoom Online

Statement of Purpose

The curriculum committee, a sub-committee of the academic senate, has two primary purposes: to review and approve new curriculum including new courses, course modifications, new programs and program modifications, and to review and approve thecurriculum approval process. The college curriculum committee is the sole approving body for Norco College only curriculum. For district shared curriculum it has one vote in the district curriculum committee. The curriculum committee is also responsible for keeping abreast with state mandated curriculum changes and reporting those changes to faculty. Committee members report on curriculum at their department meetings and solicit suggestions and recommendations when needed.

Academic year 21/22 DECISIONS			Updated as of 10/26/2021	
Proposal Type	Course/ Program	COURSE/Program TITLE	Action Taken	NORCO Curriculum Committee (DATE)
Course Deletion	ESL-51	Basic Writing and Grammar	Approved - Sent to BOT	**9/14/2021**
Course Deletion	ESL-52	Low-intermediate Writing and Grammar	Approved - Sent to BOT	**9/14/2021**
Course Deletion	ESL-53	Intermediate Writing and Grammar	Approved - Sent to BOT	**9/14/2021**

Course Deletion	ESL-54	High-intermediate Writing and Grammar	Approved - Sent to BOT	**9/14/2021**
Course Deletion	ESL-55	Advanced Writing and Grammar	Approved - Sent to BOT	**9/14/2021**
Course Deletion	ESL-90A	Special Topics in ESL: Improving Note Taking Skills	Approved - Sent to BOT	**9/14/2021**
Course Inclusion	AHS-11	Visual Description: Writing About Art	Approved - Sent to BOT	**9/14/2021**
Course Modification	ESL-46	Beginning American College English	Approved - Sent to BOT	**9/14/2021**
Course Modification	ESL-47	Low-Intermediate American College English	Approved - Sent to BOT	**9/14/2021**
Course Modification	ESL-48	Intermediate American College English	Approved - Sent to BOT	**9/14/2021**
Course Modification	ESL-49	High-Intermediate American College English	Approved - Sent to BOT	**9/14/2021**
Course Modification	ESL-50	Advanced American College English	Approved - Sent to BOT	**9/14/2021**
Course Modification	ESL-71	Basic Reading and Vocabulary	Approved - Sent to BOT	**9/14/2021**
Course Modification	ESL-72	Intermediate Reading and Vocabulary	Approved - Sent to BOT	**9/14/2021**
Course Modification	ESL-73	High Intermediate Reading and Vocabulary	Approved - Sent to BOT	**9/14/2021**
Course Modification	ESL-846	Beginning American College English	Approved - Sent to BOT	**9/14/2021**
Course Modification	ESL-847	Low-Intermediate American College English	Approved - Sent to BOT	**9/14/2021**
Course Modification	ESL-848	Intermediate American College English	Approved - Sent to BOT	**9/14/2021**
Course Modification	ESL-849	High-Intermediate American College English	Approved - Sent to BOT	**9/14/2021**
Course Modification	ESL-850	Advanced American College English	Approved - Sent to BOT	**9/14/2021**
Course Modification	ESL-90D	Special Topics in ESL: Verb Tense Review	Approved - Sent to BOT	**9/14/2021**
Course Modification	ESL-91	Oral Skills I: Beginning Oral Communication	Approved - Sent to BOT	**9/14/2021**
Course Modification	ESL-92	Oral Skills II: Intermediate Oral Communication	Approved - Sent to BOT	**9/14/2021**
Course Modification	ESL-93	Oral Skills III: Advanced Oral Communication	Approved - Sent to BOT	**9/14/2021**
Program Modification	ENG-ADT	English	Approved - Sent to BOT	**9/14/2021**
Course Modification	BUS-82	Freight Claims	Approved - Sent to BOT	**9/28/2021**
Course Modification	BUS-83	Contracts	Approved - Sent to BOT	**9/28/2021**

Course Modification	BUS-85	Warehouse Management	Approved - Sent to BOT	**9/28/2021**
Course Modification	BUS-86	Transportation and Traffic Management	Approved - Sent to BOT	**9/28/2021**
Course Modification	BUS-87	Purchasing and Supply Management	Approved - Sent to BOT	**9/28/2021**
Course Modification	BUS-90	International Logistics	Approved - Sent to BOT	**9/28/2021**
Course Modification	ESL-65	American Classroom Culture	**DENIED - Not a NORCO Course**	**9/28/2021**
Course Modification	ESL-95	Pronunciation and Accent Reduction	Approved - Sent to BOT	**9/28/2021**
New Course	ARE-63	3D Tour, Virtual, Mixed, Augmented and Extended Reality	Approved - Sent to BOT	**9/28/2021**
New Course	DFT-31	Advanced Computer Aided Drafting (CAD)	Approved - Sent to BOT	**9/28/2021**
New Course	DFT-62	Basic Fusion 360	Approved - Sent to BOT	**9/28/2021**
New Course	DFT-63	Advanced Fusion 360	Approved - Sent to BOT	**9/28/2021**
New Program	ARE-E3DT N	Essential 3D Tour	Approved - Sent to BOT	**9/28/2021**
New Program	ARE-ER N	Essential Revit	Approved - Sent to BOT	**9/28/2021**
New Program	DFT-ECAD N	Essential CAD	Approved - Sent to BOT	**9/28/2021**
New Program	DFT-EF360 N	Essential Fusion 360	Approved - Sent to BOT	**9/28/2021**
New Program	DFT-ESW N	Essential SolidWorks	Approved - Sent to BOT	**9/28/2021**
Course Inclusion	ADJ-24	Interview and Interrogation	Approved - Sent to BOT	**10/12/2021**
Course Inclusion	ADJ-31	Cybercrime and Digital Forensics	Approved - Sent to BOT	**10/12/2021**
Course Inclusion	ADJ-9H	Law in American Society Honors	Approved - Sent to BOT	**10/12/2021**
Course Inclusion	CIS-30A	Introduction to Python Programming	Approved - Sent to BOT	**10/12/2021**
Course Inclusion	CIS-30B	Python Programming in Networking	Approved - Sent to BOT	**10/12/2021**
Course Inclusion	CIS-30C	Python Programming in Cybersecurity	Approved - Sent to BOT	**10/12/2021**
Course Inclusion	CIS-30D	Python Programming for Internet of Things (IoT)	Approved - Sent to BOT	**10/12/2021**
Course Inclusion	CIS-30E	Advanced Python Programming	Approved - Sent to BOT	**10/12/2021**
Course Inclusion	ETS-1	Introduction to Ethnic Studies	Approved - Sent to BOT	**10/12/2021**
Course Inclusion	ETS-3	Introduction to African American Studies	Approved - Sent to BOT	**10/12/2021**
Course Inclusion	ETS-7	Women of Color in the United States	Approved - Sent to BOT	**10/12/2021**
Course Inclusion	ETS-8	Introduction to Black Feminism	Approved - Sent to BOT	**10/12/2021**
Course Modification	ADJ-13	Criminal Investigation	Approved - Sent to BOT	**10/12/2021**
Course Modification	ADJ-14	Advanced Criminal Investigation	Approved - Sent to BOT	**10/12/2021**
Course Modification	ADJ-2	Principles and Procedures of the Justice System	Approved - Sent to BOT	**10/12/2021**
Course Modification	ADJ-3	Concepts of Criminal Law	Approved - Sent to BOT	**10/12/2021**

Course Modification	ADJ-4	Legal Aspects of Evidence	Approved - Sent to BOT	**10/12/2021**
Course Modification	ADJ-6	Patrol Procedures	Approved - Sent to BOT	**10/12/2021**
Course Modification	ADJ-8	Juvenile Law and Procedures	Approved - Sent to BOT	**10/12/2021**
Distance Education	BIO-16DE	Human Reproduction and Sexual Behavior	Approved - Sent to BOT	**10/12/2021**
Distance Education	BIO-5DE	General Botany	Approved - Sent to BOT	**10/12/2021**
Distance Education	BIO-7DE	Marine Biology	Approved - Sent to BOT	**10/12/2021**
Distance Education	BIO-8DE	Principles of Ecology	Approved - Sent to BOT	**10/12/2021**
New Program	ADJ-	Administration of Justice	Approved - Sent to BOT	**10/12/2021**
Program Modification	ADJ-	Administration of Justice	Approved - Sent to BOT	**10/12/2021**
Program Modification	MAN-	Computer Numerical Control Programming	**HOLD - Crosslisted courses not listed, units wrong, etc.**	**10/12/2021**
Course Major Modification	BUS-20	Business Mathematics	Approved - Sent to BOT	**10/26/2021**
Course Major Modification	BUS-22	Management Communications	Approved - Sent to BOT	**10/26/2021**
Course Major Modification	MAG-44	Principles of Management	Approved - Sent to BOT	**10/26/2021**
Course Major Modification	MAG-51	Elements of Supervision	Approved - Sent to BOT	**10/26/2021**
Course Major Modification	MAG-56	HRM: Human Resources Management	Approved - Sent to BOT	**10/26/2021**
Course Major Modification	MAN-35	Computer Aided Machining	**HOLD - Programs Manuf.Tech 1 &2 are affected.**	**10/26/2021**
Course Major Modification	MUS-23	History of Rock and Roll	Approved - Sent to BOT	**10/26/2021**
Course Major Modification	MUS-30	Class Voice	Approved - Sent to BOT	**10/26/2021**
Course Major Modification	MUS-31	College Choir	Approved - Sent to BOT	**10/26/2021**
Course Major Modification	MUS-70	Guitar Lab Ensemble	Approved - Sent to BOT	**10/26/2021**
Course Major Modification	MUS-71	College Chorus	Approved - Sent to BOT	**10/26/2021**
Course Major Modification	MUS-87	Applied Music Training	Approved - Sent to BOT	**10/26/2021**
Course Major Modification	MUS-89	Music of Multicultural America	Approved - Sent to BOT	**10/26/2021**
Course Major Modification	MUS-89H	Honors Music of Multicultural America	Approved - Sent to BOT	**10/26/2021**

Course Major Modification	MUS-92	Basic Piano	Approved - Sent to BOT	**10/26/2021**
Course Major Modification	MUS-93	The Business of Music	Approved - Sent to BOT	**10/26/2021**
Course Minor Modification	PDS-802	Supervisory Skills	Minor Mods don't need BOT approval.	**10/26/2021**
Course Minor Modification	PDS-803	Increasing Productivity	Minor Mods don't need BOT approval.	**10/26/2021**
Course Minor Modification	PDS-804	Motivating Yourself and Others	Minor Mods don't need BOT approval.	**10/26/2021**
Course Minor Modification	PDS-805	Difficult Conversations	Minor Mods don't need BOT approval.	**10/26/2021**
Course Minor Modification	PDS-806	The Art of Negotiating and Collaborating	Minor Mods don't need BOT approval.	**10/26/2021**
Course Minor Modification	PDS-807	Personality Styles and Difficult Relationships	Minor Mods don't need BOT approval.	**10/26/2021**
Course Minor Modification	PDS-809	Business Writing in a Technological World	Minor Mods don't need BOT approval.	**10/26/2021**
Course Minor Modification	PDS-813	Best Practices in Customer Service	Minor Mods don't need BOT approval.	**10/26/2021**
Course Minor Modification	PDS-814	Closing Techniques That Win the Sale	Minor Mods don't need BOT approval.	**10/26/2021**
Course Minor Modification	PDS-815	Winning Sales Scripts	Minor Mods don't need BOT approval.	**10/26/2021**
Course Minor Modification	PDS-816	Personal Finance	Minor Mods don't need BOT approval.	**10/26/2021**
Course Minor Modification	PDS-817	Financial Future	Minor Mods don't need BOT approval.	**10/26/2021**
Course Minor Modification	PDS-818	The Successful Job Search	Minor Mods don't need BOT approval.	**10/26/2021**
Distance Education	GUI-45DE2	Introduction to College	Approved - Sent to BOT	**10/26/2021**
New Course	MAT-70A	Foundations of Data Science	Approved - Sent to BOT	**10/26/2021**
New Course	PSY-11	Psychology of Human Sexuality	Approved - Sent to BOT	**10/26/2021**
Program Modification	MAN-	Computer Numerical Control Programming	Approved - Sent to BOT	**10/26/2021**